



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
**INSTALLATION MANAGEMENT AGENCY**  
**UNITED STATES ARMY GARRISON SCHWEINFURT**  
**CMR 457**  
**APO AE 09033**

IMEU-SWF-ZA

20 July 2006

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum #2-5, In/Out Processing in Duty Uniform

1. Reference:

- a. AR 670-1, Wear and Appearance of Army Uniforms and Insignia, 3 Feb 05
- b. AR 600-8-101, Personnel processing, 18 Jul 03
- c. AE Reg. Community Central In and Out Processing, 15 Jul 05

2. Purpose: To establish the uniform for in and out processing from the Schweinfurt Military Community.


3. Applicability: This policy applies to all personnel assigned or attached to the Schweinfurt Military Community.

4. General Policy: All Soldiers regardless of rank must in-process/clear in proper uniform, Class A, B, or C, also must have a hair cut and clean shaven within AR 670-1, and complete in/out-processing through the Central Processing Facility (CPF)/In-processing Training Center (ITC) with only the following exceptions:

- a. Soldiers who are CID or MPI.
- b. Soldiers who are considered Blue Bark status.
- c. Soldiers who have extenuating circumstances, with a memo from the CPF Manager.

5. The proponent of this memorandum is the CPF Manager at 354-6480/ 6550.

"Pride, Professionalism, Teamwork"

  
ANTHONY E. HAAGER  
LTC, QM  
Commanding

DISTRIBUTION:  
A

This Policy Memorandum supersedes Policy Memorandum #2-5, dated 14 Sep 04 and remains in effect until superseded or rescinded.